



DONALD L. WOLFE, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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IN REPLY PLEASE

REFER TO FILE: **AV-0**
APT5067928

September 29, 2005

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**AWARD OF CONSULTANT SERVICES AGREEMENT
FOR THE DESIGN OF AN AIRCRAFT PARKING
RAMP AT WHITEMAN AIRPORT, C.P. 67928
PACOIMA AREA, CITY OF LOS ANGELES
SUPERVISORIAL DISTRICT 3
3 VOTES**

IT IS RECOMMENDED THAT YOUR BOARD:

1. Award and authorize the Director of Public Works, or his designee, to execute a Consultant Services Agreement with AE Consulting, Inc., to prepare plans and specifications for the construction of an aircraft parking ramp to meet current demand at Whiteman Airport in the Pacoima area, City of Los Angeles, for a fee not to exceed \$150,205, which includes \$13,655 for contingencies.
2. Instruct the Director of Public Works to notify AE Consulting, Inc., of the action taken by the Board.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

We are recommending that your Board award and authorize the Director of Public Works, or his designee, to execute a Consultant Services Agreement with AE Consulting, Inc., to prepare plans and specifications for the construction of an

aircraft parking ramp to meet current demand at Whiteman Airport in the Pacoima area, City of Los Angeles, for a fee not to exceed \$150,205, which includes \$13,655 for contingencies.

On May 11, 2004, your Board approved the Whiteman Airport aircraft parking ramp project and authorized a request to apply for a Federal Aviation Administration (FAA) grant. Since that time, the FAA has changed their policy and now requires that grant appropriations be based on construction bid amounts. This policy requires the grantee to provide the up-front costs for project design, which will be reimbursed upon grant award at a later date. Therefore, a design consultant is now needed in order to move the project forward.

The proposed project will provide for construction of an aircraft parking ramp to meet current FAA standards. Design considerations for this project will include the reconstruction of existing asphalt pavements, the development of unimproved land to provide additional space for aircraft parking, construction of a drainage system, and installation of additional ramp lighting.

Implementation of Strategic Plan Goals

This action is consistent with the Strategic Plan Goal of Fiscal Responsibility since Federal aid grants provide 95 percent of reimbursable funds from the FAA's Airport Improvement Program to help finance an airport parking ramp to meet current demand. It also satisfies the Goal of Service Excellence because it supports the strategy to continue improving County airports to provide safer and more accommodating facilities for airport customers.

FISCAL IMPACT/FINANCING

There will be no impact to the County's General Fund as a result of this project.

The recommended design consultant contract is for a fee not to exceed \$150,205, including \$13,655 for unanticipated additional work that may arise while the work is in progress. Additional work within this allowance will require the written authorization of the Director. Financing for this design consultant contract is available in the Fiscal Year 2005–06 Aviation Capital Projects Fund's (ACPF) budget for C.P. 67928.

When the design is complete, the Director will request the Board's authorization to advertise for construction bids. After the bids have been received, we will then apply for an FAA grant, which will provide funding for 95 percent of the construction contract

costs, Public Works support costs, and reimbursement of the design costs. The construction element of the project will be initiated only upon the FAA's appropriation of grant funding. The 5 percent County match will be funded by the ACPF.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The Consultant Services Agreement has been reviewed and approved as to form by County Counsel. The agreement includes a clause for termination of services upon written notice, a renegotiation clause, and a contractor's responsibility and debarment clause, as directed by your Board.

As required by your Board, language has been incorporated into the agreement stipulating that the consultant shall notify its employees, and shall require each subconsultant to notify its employees, about Board Policy 5.135, the Safely Surrender Baby law, and that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration of contract award, AE Consulting, Inc., is willing to consider GAIN participants for future employment.

AE Consulting, Inc., is in full compliance with the Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Jury Services Program).

CONTRACTING PROCESS

On April 8, 2005, and subsequent dates, a Request for Proposal (RFP) was advertised by Public Works for qualified consultant firms to provide engineering design services for construction of an aircraft parking ramp at Whiteman Airport. Two firms responded to the RFP. An Evaluation Committee, consisting of Public Works civil engineering staff and Aviation Division staff, evaluated the proposals and established a list of qualified consultants. The evaluation of the firms was based on technical expertise, proposed work plan, experience, personnel qualifications, and understanding of the work requirements. These evaluations were completed without regard to race, creed, color, or gender. Through our process of evaluating and establishing a list of qualified consultants, we considered AE Consulting, Inc., as the most qualified of the two firms to provide the engineering services for construction of the aircraft parking ramp.

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Participation in the project by Community Business Enterprises is encouraged through the Public Works' CBE Outreach Program, and the requirement that consultants demonstrate their good faith efforts to utilize CBEs. AE Consulting, Inc., has proposed participation of qualified CBEs.

Public Works maintains a database of consultants for design services, which is the main source of soliciting proposals. As requested by your Board on February 3, 1998, and to further increase consultant awareness of contracting opportunities with Public Works, a Request for Qualifications for these services was listed on the County Office of Small Business website.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will be no impact on current services during the design phase of this project.

CONCLUSION

Please return one approved copy of this letter to Public Works.

Respectfully submitted,

DONALD L. WOLFE
Director of Public Works

RLS:hz
AE CONSULTING CONTRACT/B-2

cc: Chief Administrative Office
County Counsel
Department of Public Social Services (GAIN Program)